

**TOWN OF WOODSTOCK, CONNECTICUT
PLANNING & ZONING REGULATION REVIEW
SPECIAL SUBCOMMITTEE MEETING
THURSDAY, JUNE 14, 2012**

MEETING MINUTES

1. Call to order at 7:00 p.m.
2. Roll Call - Delia Fey, David Fortin, Dorothy Durst, Jeff Gordon, Fred Rich, Gail Dickinson (7:05), John Anastasi (7:05)
3. Approval of minutes
 - a. **May 24, 2012 meeting**
MOTION BY JEFF GORDON TO APPROVE, SECONDED BY FRED RICH. MOTION CARRIED. Durst abstains since she has not had a chance to read them.
 (Gail Dickinson and John Anastasi arrive at 7:05 p.m.)
4. Review comment bubbles in the updated DRAFT Zoning Regulations, Art. I – IV
 After careful consideration and discussion, the following was amended in the working zoning regulations draft:

ARTICLE I GENERAL

Article I, Section 1 Purpose

- A. Add: "As is provided by CGS 8-2"
- B. Add: "as is required by CGS 8-2, and"
- B8. Delete: "~~promote and enhance viable and productive agriculture and agricultural uses~~"
- B10. Delete: "~~protect and maintain significant natural resources, natural communities and wildlife habitat~~"
- C. Add: "As is provided by CGS 8-2,"
- C2. Add: "Its peculiar suitability for particular uses;"

Article I, Section 2 Authority

Add: "of CGS, 8-2" and deleted, "~~of Chapter 124, Connecticut General Statutes,~~"

Article I, Section 3 Conformity with Regulations

- A. Add: "as is provided in CGS 8-3(f),"
- B. Add: "granter's parcel"

Article I, Section 4 Enforcement

- A. Delete: "~~Section 8-12 Section 8-3(e) and other~~"
- B. Add: "as provided by CGS 8-12:

Article I, Section 5 Amendments

- A. Add: "in accordance with the provisions of CGS 8-3, (a-d):"
- A2. Delete: "~~see Subsection B below~~"
- A3. "~~and~~ Referrals to the Northeastern Connecticut Council of Governments of adjacent municipalities as may be necessary."
- A4. Add: "Public". Change ~~advertising~~ to "publication". Delete ~~or continued~~ and add "requests and is granted an extension of the deadline within agrees to waive statutory time restrictions."
- A6. Add: "at least ten (10) days" and "the Commission may require that the entire text change proposal be published in a local newspaper or general circulation. For Public Hearings, legal notices shall be published in accordance with CGS."
- A9. Add : "CGS"

A10. Add: "Per CGS 8-3 (c)."

B. Application Requirements – Add: "fifteen (15) copies of"

B4. Delete: ~~copies of~~

4b. Add: "but less than 20"

C. Add: "and as required by CGS 8-7d,"

E. Add: "As is required by CGS 8-3(b)" and "Commission".

F. Add: "Formal Protest Against Change to the Official Zoning Map"

Fa. Add: "A formal protest against a proposed revision to the Official Zoning Map may be filed at or before a Public Hearing on the proposed revision."

Fb. Add: "The protest must be appropriately signed by the owners of twenty percent (20%) or more of the area of the lots included in such proposed change or of the lots within five hundred (500) feet in all directions of the property included in the proposed change."

Fc. Add: "Anyone considering the filing of a formal protest against a proposed revision to the Official Zoning Map, as per the provisions of the State Statutes and this Section, is advised to contact the Woodstock ~~Planning~~ Land Use Office for assistance with respect to proper format and requirements regarding legal signatures, and , as appropriate, to seek legal advice.

G. Add: "When a protest to an Official Zoning Map change has been appropriately filed, the proposed change shall not be adopted except by a vote of two thirds (2/3) of all the members of the Commission."

Article I, Section 7 Fees

Add, "as is provided in CGS 8-1c."

Article I, Section 8 Interpretation

Add: "as is provided by CGS 8-2," and "as enumerated by CGS 8-13."

Delete: "Article I, Section 4, Zoning Map and District Descriptions" and "Section 7, Exemptions (Not necessary)."

Article I, Section 9 Exemptions

Add: "Article I, Section 10. Customary Home Occupations – Move to Article VII"

Add: "Article I, Section 11. Surveys – move to Article II, Definitions"

Add: "Article I, Section 12. Soil Erosion and Sedimentation Control Plan Required – move to Article VII."

Add: "Article I, Section 13. Flood Plain Management – move to Article VII"

Add, "Article I, Section 15. Driveway Standards – move to Article VII"

Add: "Article I, Section 16. Sign Regulations – move to Article VII"

Add: "Article I, Section 17. Wireless Telecommunications Facilities – move to Article VII."

ARTICLE II, DEFINITIONS

A. Add, "and Subdivision"

Af. Delete ~~The words "occupied" or "used" shall include the words "designed", "arranged", "intended to be occupied", and "intended to be used"~~

Ai. The word "Commission" shall refer to the ~~include the words Woodstock Planning and Zoning Commission."~~

Definition for "Bond": A form of financial guarantee ~~in an amount and form required by Chapter IX of these Regulations; including certified check, passbook, or Certificate of Deposit, or other instrument of credit~~ whereby sums of money are placed in escrow by the applicant, which may be used by the Town to complete and/or correct permitted activities provided the applicant does not complete and/or correct permitted activities provided the applicant does not complete and/or correct the permitted activities as approved. ~~Bonds may include Performance, Maintenance, Public Improvement, Landscaping, Driveway and Erosion and Sediment Control or other Bonds.~~

Definition for "Buffer/Screening": An area ~~identified on an application plan or by a zoning regulation,~~ used to physically separate or screen one use or property from another so as to visually shield or block noise, lights or other nuisances thereby preventing spillover onto another property.

Definition for "Fence": any artificially-created barrier of any material or combination of materials erected to enclose or define an area ~~for protection or for confinement purposes, or to screen areas of land. Fences may mark boundaries, and they may be erected for safety purposes.~~

Definition for "Floating Zone": An unmapped zoning district where all the zone requirements are contained in the

regulation and the zone is fixed on the map only after a zone change is approved. ~~Floating zones are the same in content as a conventional zone (regulating use, bulk, area of buildings) but are not mapped until approved. When approved, the zone is "brought down to earth" to be affixed to a particular parcel through amendments to the zoning map. These zones allow for locating use types which cannot be anticipated or uses for which the Town, would like to encourage, but for which a Town cannot currently say where they should be located. Floating zones normally have a special set of requirements and limitations to assure compatibility with the surrounding neighborhood.~~

Definition for "Flood Hazard Area": Per CGS 8 – 2L, the floodplain consisting of the floodway and the flood fringe area.

Definition for "Hardship": A situation specific to a parcel of land which prevents an applicant from making reasonable use thereof and is suffered by the property directly and not by other properties in the area. A hardship is no the result of the property owner's own actions nor is it a matter of personal circumstance; it must arise from circumstances beyond the control of the applicant. Financial aspects of the matter shall not be claimed as a hardship.

Definition for "Interior (Rear/Flag) Lot": A lot not containing the minimum lot frontage ~~generally~~ required under these Regulations.

Definition of "Luminaire": A complete lighting unit consisting of a light source, pole and all the mounting brackets, if applicable, and all necessary mechanical, electrical and decorative parts.

Definition of "Preliminary Plan/(Add) Preliminary Proposal:

Definition of "Senior Residence Development (SRD)": ~~Delete in the case of private elderly housing~~

Definition of "Site Plan": A physical plan showing the layout and design of the proposed use on a particular site together with the information the Regulations require for that use.

ARTICLE III, DISTRICTS

Article III, Section 2 District Boundaries

C6 Delete established by the report entitled Description of Districts

Article III, Section 3 Prohibited Uses

5. Delete Adult Uses, except as may be permitted in Industrial Districts

C. Industrial Park District

Article III, Section 2 Permitted Uses in the Industrial Park District

2. Add Business and "Professional" Offices
3. Delete "Adult Entertainment and Uses"

E. Seasonal Cottage Resort District

Article III, Section 1 Purpose

Add, "The Seasonal Cottage Resort District is a Floating Zone."

Article III, Section 2 Permitted Uses

2. Amend to: "Accessory buildings or structures customarily associated with and incidental to the seasonal use of the resort."

ARTICLE IV, DIMENSIONAL REQUIREMENTS AND PERFORMANCE STANDARDS

Article IV, Section 1 Performance Standards for All Uses

10. Anti-tracking "pads."

Article IV, Section 3 Nonconforming Structures and Uses

F. Delete "agricultural, single family residential or related accessory". (Page 81)

D. Multi-Family Residential Uses

- H. "No multi-family structure shall contain more than four (4) dwelling units nor more than five-thousand (5,000) square feet of floor coverage."

E. Non-Residential Uses – Article IV, Section 2 Standards

- A. "The maximum size of permitted non-residential buildings shall be as follows, except in the Industrial District:"

G. Village Green District Uses – Article IV, Section I Dimensional Requirements

A4. “Village Green District:”

C1. “Buffers may include the setback.”

Article IV, Section 2 Standards

G. The proposed street adjacent to the common of the “Village Green District” shall be one-way, and paved with bituminous concrete to at least a twenty-four (24) width, and built to the Town’s design standards for a public street. The proposed “Village Green District” street may be public or private.

G1. Add “These dimensions may be modified at the Commission’s discretion provided they still meet safety and traffic volume standards.”

5. Draft Zoning Regulations, Article VII

Article VII Zoning Board of Appeals

B. Add: “Applications regarding motor vehicle sales or service, or applications proposing the sale or storage of gasoline and similar products shall be handled as is specified in CGS Chapter 14, where specifics related to the handling of these applications is detailed. “

There is discussion on whether the regulations should require an A-2 survey under zoning.

MOTION BY JEFF GORDON TO SEND OUT ARTICLES I, II, III, IV AND VII TO THE TOWN ATTORNEY FOR REVIEW FOR CONSISTENCY AND CONFORMITY TO CONNECTICUT GENERAL STATUTES. IN ADDITION, A DEADLINE OF ONE MONTH FOR THE RECEIPT OF OUR ATTORNEY’S COMMENTS. SECONDED BY DOROTHY DURST.

Discussion: Once this version goes to the attorney, an updated copy will be provided to all members and all other older versions will be null and void. The draft going to the attorney will have today’s date in the header on each page. MOTION CARRIED UNANIMOUSLY.

6. Agenda for next meeting

- a. Skip July 5th date but schedule Special Meeting for June 28, 2012 at 7:30 to review Article V.
- b. July 26th Subcommittee meeting date.

7. Citizen’s Comments

8. Adjourn

**MOTION TO ADJOURN BY FRED RICH, SECONDED BY JEFF GORDON AT 10:10 P.M.
MOTION CARRIES UNANIMOUSLY.**

Respectfully Submitted,

Tina M. Lajoie
Planning & Zoning Clerk